

## RESPONDING TO AN EMAIL NOTIFICATION VIA DPI SWN APP:

1. DPI will send an email notification regarding a food-safety hold or recall using the Send Word Now (SWN) app provided by USDA. See sample email notice below:

FROM: Wisconsin U.S.D.A Foods Program

This is only a test of the Wisconsin U.S.D.A. Foods recall notification system.

Confirm receipt by clicking on the email "Reply" button (the email address you are replying to will start with PHX-gwb@...). Enter the number 1 in the body of your reply email. Do not include anything before the number.



1: Yes, I received the notice.

The sender provided the following contact information.


Sender's Name: Wisconsin U.S.D.A Foods Program

SWNGWB(4102637721)

2. Using your email reply button:  - follow instructions below:

 Send	To...	PHX-gwb@sendwordnow.com	 <b>This will be pre-filled because you are simply replying to the email.</b>
	Cc...		
	Subject		RE: TEST2: Wisconsin U.S.D.A. Foods Notification System

1		<b>Type-in 1 ONLY. By typing the number 1, the server will convert "1" to: Yes, I received the notice.</b>	<b>#2</b>
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**From:** Wisconsin U.S.D.A Foods Program [mailto:PHX-gwb@sendwordnow.com]  
**Sent:** Thursday, November 12, 2015 11:09 AM  
**To:** Ante, Antonio D. DPI <Antonio.Ante@dpi.wi.gov>  
**Subject:** TEST2: Wisconsin U.S.D.A. Foods Notification System  
**Importance:** High

**FROM:** Wisconsin U.S.D.A Foods Program

**#3 Press on your email "Send" button. You're done. Additional information related to a recall will be sent via a separate email or phone call.**

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1: Yes, I received the notice.

The sender provided the following contact information.  
Sender's Name: Wisconsin U.S.D.A Foods Program